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Tender

Conservation Architect Design Team Framework Agreement

North Lanarkshire Council

F02: Contract notice

Notice identifier: 2022/S 000-005378

Procurement identifier (OCID): ocids-h6vhtk-031b9e

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Section I: Contracting authority

I.1) Name and addresses

North Lanarkshire Council

Civic Centre, Windmillhill Street

Motherwell

ML1 1AB

Contact

Euan Walker

Email

walkereuan@northlan.gov.uk

Country

United Kingdom

NUTS code

UKM84 - North Lanarkshire

Internet address(es)

Main address

<http://www.northlanarkshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00010

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Conservation Architect Design Team Framework Agreement

Reference number

NLC-CPT-21-110

II.1.2) Main CPV code

- 71000000 - Architectural, construction, engineering and inspection services

II.1.3) Type of contract

Services

II.1.4) Short description

North Lanarkshire Council's (the Council) Growth Team are tasked with town centre regeneration across the North Lanarkshire geographic area. A programme to identify, purchase and reconfigure / repurpose town centres sites to primarily residential accommodation is ongoing however given the age and heritage of town centre buildings in North Lanarkshire, appropriate conservation of the buildings will be required.

Additionally, The Council has an approved programme to deliver 5,000 new homes by 2035. The Council's New Supply Team is responsible for the delivery of this large- scale programme and its challenges, not least, the procurement of design consultants and contractors to build the houses to the required standard, within the timescale required and at a competitive cost.

Accordingly, the Council intends to implement a framework agreement to enable appointment of multiple conservation architect consultants to lead a multi-disciplinary design team that includes (but not limited to) structural / civil engineers, quantity surveyors, and specialist surveyors as required (i.e., rot, asbestos, traffic, acoustic etc.) to provide a design for the conservation of selected buildings through the RIBA stages from 0 – 6. This approach should provide the Council with a direct route to market for future projects as and when they come to fruition.

II.1.5) Estimated total value

Value excluding VAT: £3,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71000000 - Architectural, construction, engineering and inspection services
- 71200000 - Architectural and related services
- 71210000 - Advisory architectural services
- 71220000 - Architectural design services
- 71230000 - Organisation of architectural design contests
- 71240000 - Architectural, engineering and planning services
- 71250000 - Architectural, engineering and surveying services
- 71300000 - Engineering services
- 71310000 - Consultative engineering and construction services
- 71330000 - Miscellaneous engineering services
- 71340000 - Integrated engineering services
- 71350000 - Engineering-related scientific and technical services
- 71400000 - Urban planning and landscape architectural services
- 71410000 - Urban planning services
- 71420000 - Landscape architectural services
- 71500000 - Construction-related services
- 71520000 - Construction supervision services
- 71530000 - Construction consultancy services
- 71540000 - Construction management services

II.2.3) Place of performance

NUTS codes

- UKM84 - North Lanarkshire

II.2.4) Description of the procurement

The Council requires the provision of Royal Incorporation of Architects in Scotland (RIAS) (or acceptable equivalent) conservation accredited architectural consultancy services associated with the design for the conversion of existing buildings and / or construction of new build housing including, but not limited to, the following areas:

- Design and documentation services compatible with the RIBA plan of work 2020 stages 0 – 6 from initial feasibility through detailed design works; and
- Contract administration services during site works and handover

The properties / sites being pursued by the Council for regeneration are primarily, but not exclusively, listed buildings and therefore the Council is looking for a conservation accredited architect to lead a design team through various RIBA stages depending on project specific requirements.

Additionally, the Framework Agreement may also require the provision of engineering consultancy services (sub-contracted as necessary) as required to complete the design for the conversion of existing buildings and / or construction of new build housing, specifically, but not limited to, the following disciplines:

- Structural Engineer;
- Civil Engineer;
- M&E Engineer;
- Acoustic Engineer;
- Asbestos Surveyor;
- Rot Surveyor;
- Landscape Design;
- Energy Consultancy;
- Retrofitting Co-ordinator; and
- Ecological Specialists (i.e. bat, invasive species etc.)

Consultant's may also have the capability and capacity to fulfil the roles of contract administrator and principal designer in order to plan, manage, monitor and coordinate the pre-construction phase. This includes managing and mitigating any potential health and safety risks throughout the design process. Additional services as mutually agreed between the Council and Consultant may also be required.

Consultant's must be able to provide all roles and services stated within a Call-Off Contract. The primary contractual relationship will sit with the Council and the appointed Consultant; however, collateral warranties agreement may be required between the Consultants and any third-party sub-contractor (s) to support the delivery of Services.

Further information in regards to the scope of the Framework Agreement is detailed within condition 2.5 of the ITT document within the PCS-T System.

II.2.5) Award criteria

Quality criterion - Name: Skillset Availability and Qualifications / Weighting: 17

Quality criterion - Name: Delivery of Services / Weighting: 18

Quality criterion - Name: Project Management / Weighting: 15

Quality criterion - Name: Project Completion, Handover and Post Occupancy / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefits Methodology / Weighting: 2

Quality criterion - Name: Community Benefits Offering / Weighting: 3

Price - Weighting: 30

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will be awarded for a total of 48 months (24 plus 12 plus 12). Following expiry of the Framework Agreement, the Council may elect to re-tender requirements.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

SPD (Scotland) 4A1.b - Bidders must be registered or enrolled in the relevant trade register kept in the Member State of its establishment (as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

SPD (Scotland) 4A1.b - Within the Qualification Envelope, Bidder's should provide a response confirming that they are on a relevant trade register i.e. Companies House and provide their Company Registration Number.

Bidders identified for appointment to the Framework Agreement will be required to provide evidence that demonstrates they are registered or enrolled in the relevant trade register i.e. a certificate of incorporation. This element will be assessed on a pass / fail basis.

III.1.2) Economic and financial standing

List and brief description of selection criteria

SPD (Scotland) 4B.4 - Bidders will be required to state the value(s) for the following financial ratio: Acid Test ratio of 1.00 and above.

The acceptable range for Acid Test financial ratio is the bidders most recent financial year where fully audited accounts are available.

The Acid Test financial ratio will be calculated as follows:

Liquid Assets (Cash and Cash Equivalents + Marketable Securities + Accounts Receivable) / Current Liabilities

SPD (Scotland) 4B.5 - It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded Framework Agreement, the types and levels of insurance indicated below:

- Professional Indemnity – minimum 5m GBP (FIVE MILLION POUNDS STERLING) in

the aggregate.

- Employer's (Compulsory) Liability Insurance - minimum 10m GBP (TEN MILLION POUNDS STERLING) for any one occurrence and in the aggregate

- Public Liability – minimum 10m GBP (TEN MILLION POUNDS STERLING) for any one occurrence and in the aggregate

Minimum level(s) of standards possibly required

SPD (Scotland) 4B.4 - The Acid Test (or Quick Ratio) compares a company's most short-term assets to its most short-term liabilities to see if a company has enough cash to pay its immediate liabilities, such as short-term debt. The Acid Test ratio disregards current assets that are difficult to liquidate quickly such as inventory.

Within the Qualification Envelope, the bidder should state their Acid Test ratio score (using the calculation above) for their most recent financial year where fully audited accounts are available.

Bidders who fail to provide a response to this question or fail to achieve an Acid Test ratio score of 1.00 or above within their Tender may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4B.5 - Within the Qualification Envelope, bidder's should confirm whether or not they:

- have the required minimum levels of insurance,

- do not have the required minimum levels of insurance but commit to obtaining required levels of insurance if successful in being appointed to the Framework Agreement,

- do not have required minimum levels of insurance and do not commit to obtaining required levels of insurance,

or

- are exempt from requiring the minimum levels of insurance required by the Council.

Bidders that do not have required minimum levels of insurance and do not commit to obtaining required levels of insurance may be assessed as a FAIL and be excluded from the Procurement.

Bidders who fail to provide a response to this question within their Tender may be assessed as a FAIL and be excluded from the Procurement.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD (Scotland) 4C.1.2 - Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

SPD (Scotland) 4C.6.1 - Bidders will be required to confirm that at least one of their employees has the following relevant educational and professional qualifications:

-Royal Incorporation of Architects in Scotland (RIAS) Accreditation in Conservation Architecture (or suitable equivalent)

Should a Bidder feel their staff have a suitable equivalent qualification / accreditation to that stated above, it is the Bidders responsibility to clarify this within the Council during the tender phase of the Procurement by the deadline for clarification messages.

SPD (Scotland) 4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the Framework Agreement.

SPD (Scotland) 4D.1 - Full details of the selection criteria in regards to Quality Assurance is located within condition 3.2 of the ITT document within the PCS-T System.

Minimum level(s) of standards possibly required

PD (Scotland)4C.1.2 - Bidders should provide a minimum of two (2) examples of contractual arrangements they have held over the past three (3) years which best demonstrates their relevant experience to deliver requirements within the Framework Agreement which were similar in regards to scope, scale and duration.

Within the Qualification Envelope, the bidder should provide a minimum of two (2) examples fully inclusive of the name of the contractual arrangement, a brief description of the requirements, the duration of the contractual arrangement (including start and end dates (month/ year) and the overall value.

Bidders who fail to provide suitable examples may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4C.6.1 - Within the Qualification Envelope, the Bidder should confirm that at least one of their employees hold the minimum qualification / accreditation outlined or an agreed equivalent.

Bidders that submit an equivalent qualification / accreditation however is not agreed during tender phase of the Procurement may be assessed as a FAIL and be excluded from the Procurement.

Bidders that state they do not have the required minimum qualification / accreditation outlined (or an agreed equivalent) will be assessed as a FAIL and be excluded from the Procurement.

Bidders who fail to provide a response to this question within their Tender may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4C.10 - Bidders should confirm whether they intend to subcontract any part of the Framework Agreement and if so, what proportion will be sub-contracted.

Bidders who fail to demonstrate the percentage of works to be sub-contracted may be assessed as a FAIL and be excluded from the Procurement.

SPD (Scotland) 4D.1 - Full details of the selection criteria in regards to Quality Assurance is located within condition 3.2 of the ITT document within the PCS-T System.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Further information on Framework Agreement monitoring conditions is located within condition 2.8 of the ITT document within the PCS-T System.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 6

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

5 April 2022

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 30 September 2022

IV.2.7) Conditions for opening of tenders

Date

5 April 2022

Local time

12:30pm

Place

Tenders received will be opened in accordance with condition 18.5 of the Councils General Contract Standing Orders. Date and time of the Opening of Tenders (as stated above) is subject to change at the Councils sole discretion.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The Framework Agreement will be awarded for a total of 48 months (24 plus 12 plus 12). Following expiry of the Framework Agreement, the Council may elect to re-tender requirements.

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic payment will be used

VI.3) Additional information

Following completion of the Procurement, it is the Council intention to appoint a maximum of six (6) Consultants within the Framework Agreement, this will be achieved by way of the appointing the Tenderers with the highest "Total Combined Score" (most economically advantageous tenders) within the Procurement to two decimal points.

The Council reserves the right to increase the number of Consultants appointed to the Framework Agreement where the Council considers this necessary to ensure sufficient competition and equal treatment of all Tenderers within the Procurement

Full details of the Council's approach to appointments within the Framework Agreement is detailed in condition 2.2 of the ITT Document.

Tenderers are encouraged to review and familiarise themselves with the ITT document

located within the Supplier Attachment Area of the PCST System prior to submitting a Tender.

Bidders must complete the SPD (Scotland) within the Qualification Envelope of the PCST System as part of their submitted Tender. Further to Section III of this contract notice, the following minimum criteria will also apply:

Part II – Information Concerning the Bidder

A: Information About the Bidder;

B: Information About Representatives of the Bidder;

C: Information About Reliance on the Capacities of Other Entities; and

D: Information Concerning Sub-contractors on Whose Capacity the Bidder Does Not Rely.

Minimum level(s) of standards required:

The information required in Part II of the SPD (Scotland) is for information only and therefore will not be assessed however the Councils may choose not to select a Bidder that cannot provide basic company information.

Bidders should ensure that they submit appropriate SPD (Scotland) completed by other members of the group, if they are bidding as part of a group, others on whose capacity they rely, and known subcontractors on whose capacity they do not rely on, to satisfy any aspect of the SPD (Scotland).

Part III – Exclusion Grounds

Minimum level(s) of standards required:

Bidders will be assessed as a FAIL and will be excluded from the Procurement if they detail that they are in any of the situations referred to in regulation 7 to 13 assessed in accordance with regulation 58 of the Public Contracts (Scotland) Regulations 2015

Part VI – Concluding statements

Minimum level(s) of standards required:

Bidders unable to complete this part of the SPD (Scotland) may be excluded from the Procurement.

All Tenderers must complete the Qualification, Technical and Commercial Envelopes within the PCS-T System as instructed.

Late Tenders will not be considered under any circumstances.

The Council will not provide additional notification to any Bidder of the rejection of a late Tender.

For the avoidance of any doubt, automated messages confirming receipt of a Tender should not be taken to imply acceptance of it by the Council.

The complete Tender (complete with SPD (Scotland)) should be submitted in accordance with the instructions given with the Form of Tender signed by an authorised representative i.e. company director or secretary (as registered within Companies House) or by a person authorised by the Bidder to do so.

The Council reserves the right to exclude any unclear, erroneous, qualified and / or incomplete Tenders received.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 20600. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Tenderers should refer to condition 2.6 of the ITT Document located within the PCS-T System for further information on the Councils Community Benefit expectations within the Framework Agreement.

(SC Ref:681272)

VI.4) Procedures for review

VI.4.1) Review body

Scottish Courts

Edinburgh

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session.